

APS User Shipping Preparation Instructions

(Note: With the exception of those materials specified in APS Technical Update 23, all hazardous materials must be shipped through ANL Shipping.)

Instructions: (Additional CAT specific requirements may be in place, consult the CAT Transportation Safety Coordinator)

- A. Write your initials in each blank to signify that you have completed the specified action.
- B. If a statement does not apply indicate with N/A.
- C. If more than one container label as A, B, C, etc.
- D. Sign and date the completed instructions affirming that all responses are accurate.

1		<p>The package is a dry shipper:</p> <ul style="list-style-type: none"> • Remove free liquid nitrogen from the dry shipper. REQUIRED for SHIPPING • Place the neck-tube insert in the “dry shipper” and secure the insert using a cable tie or lock. If secured with a lock, attach the key or combination in a readily accessible location inside the outer shipping container.
2		<p>The package is an EMPTY dry shipper.</p> <ul style="list-style-type: none"> • Allow the dry shipper to warm to ambient temperature <u>before</u> shipping. • Inform the CAT Transportation Safety Coordinator that you will be preparing a shipment. • Remove all labels on the outer container. • For shipping through ANL Shipping, Complete ANL form 126C (HIGHLIGHTED SECTIONS) • For shipping FedEx from the LOM fill out the FedEx Air Bill
3		<p>The dewar CONTAINS <u>only</u> non-hazardous frozen crystals in nitrogen (NO propane/freon/ethane/etc.):</p> <ul style="list-style-type: none"> • Inform the CAT Transportation Safety Coordinator that you will be preparing a shipment. • Remove all labels on the outer container except “KEEP UP RIGHT, UPWARD-POINTING ARROW, FRAGILE DO NOT DROP, AND CONTACT IF SHIPMENT IS DELAYED (OPTIONAL)”. • Complete the attached CAT Dry Shipper form. • For shipping through ANL Shipping, Complete ANL form 126C (HIGHLIGHTED SECTIONS) • For shipping FedEx from the LOM fill out the FedEx Air Bill.
4		<p>The dewar CONTAINS propane, freon, ethane or hazardous crystals. These packages must be shipped through ANL shipping:</p> <ul style="list-style-type: none"> • Inform the CAT Transportation Safety Coordinator that you will be shipping hazardous material. • Complete the CAT Dry Shipper form. • Complete ANL form 126C (HIGHLIGHTED SECTIONS). • Complete the CAT Hazardous Manifest form –CAT version. • Supply an MSDS for each chemical to be shipped. • Attach letter of Competent Authority CA-9807017 (found in TUD-25) [Note: International shipments may require approval by the government of the destination country]. • Contact ANL Shipping for hazmat pickup/
5		<p>The package is not a dry shipper and it CONTAINS NO chemicals or solutions (including lubricants, solvents and commercially available items such as cleaning compounds, detergents and solutions):</p> <ul style="list-style-type: none"> • Inform the CAT Transportation Safety Coordinator that you will be preparing a shipment. • For shipping through ANL Shipping complete ANL form 126C (HIGHLIGHTED SECTIONS). • For shipping FedEx from the LOM fill out the FedEx Air Bill.
6		<p>The package is not a dry shipper and it CONTAINS chemicals, solutions or hazardous substances (including lubricants, solvents and commercially available items such as cleaning compounds, detergents and solutions). These packages MUST be shipped through ANL Shipping.</p> <ul style="list-style-type: none"> • Inform the CAT Transportation Safety Coordinator that you will be shipping hazardous material. • Supply an MSDS for each chemical to be shipped. • Complete the ANL Hazardous Manifest form – PFS-SS/MAT 001. • Complete ANL form 126C (HIGHLIGHTED SECTIONS). • Verify that all materials/equipment are listed on the ANL 126C. • Contact ANL Shipping for hazmat pickup.
7		<p>Give your completed forms to your host or the CAT administrative assistant</p>

Name (print) _____ Signature _____

Affiliation: _____ Date _____

CAT Tracking Number: _____ (Shipping Order No. – optional)

CAT Transportation Safety Coordinator: _____